

FULLY APPLICATION USER GUIDE

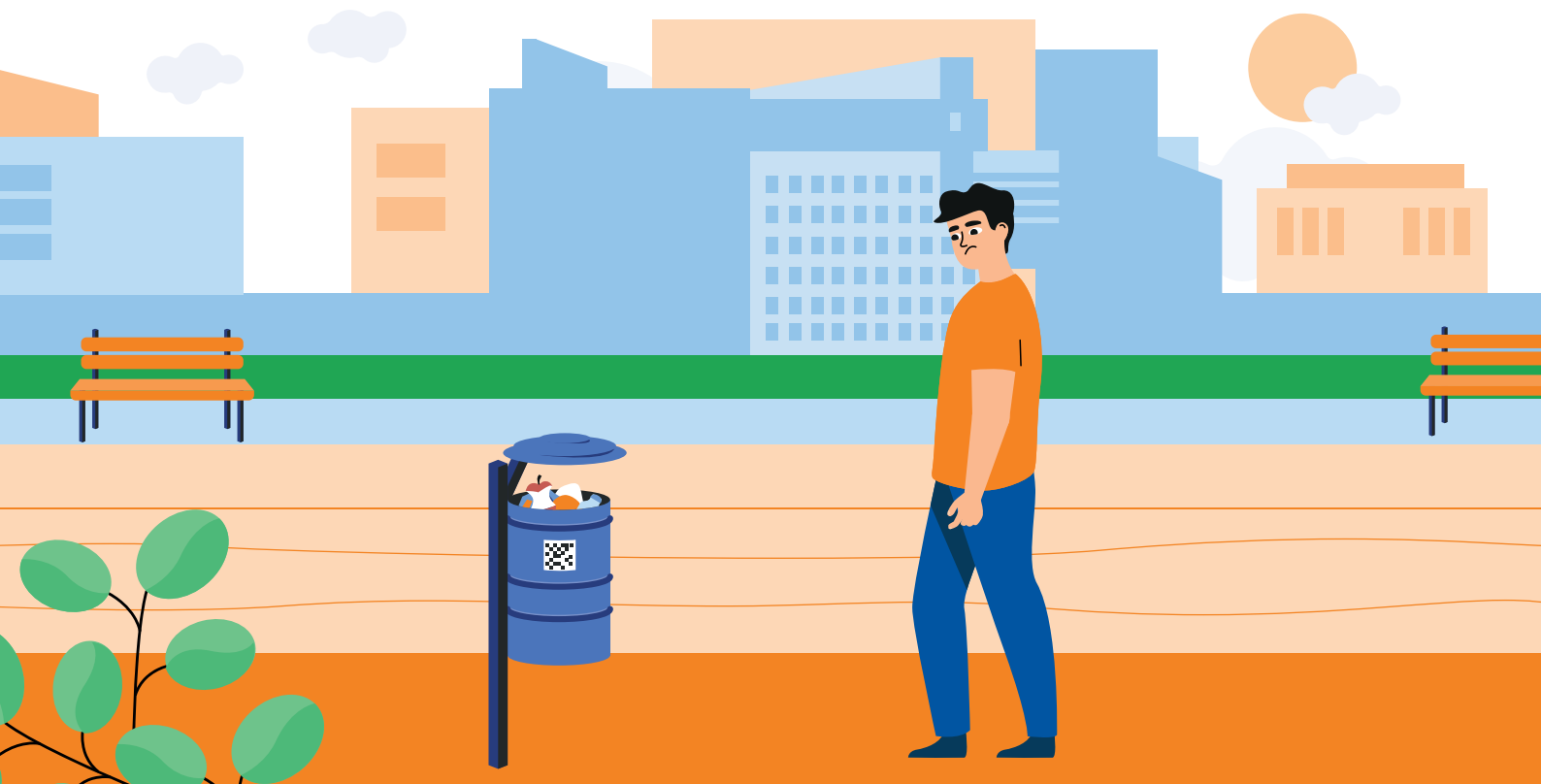


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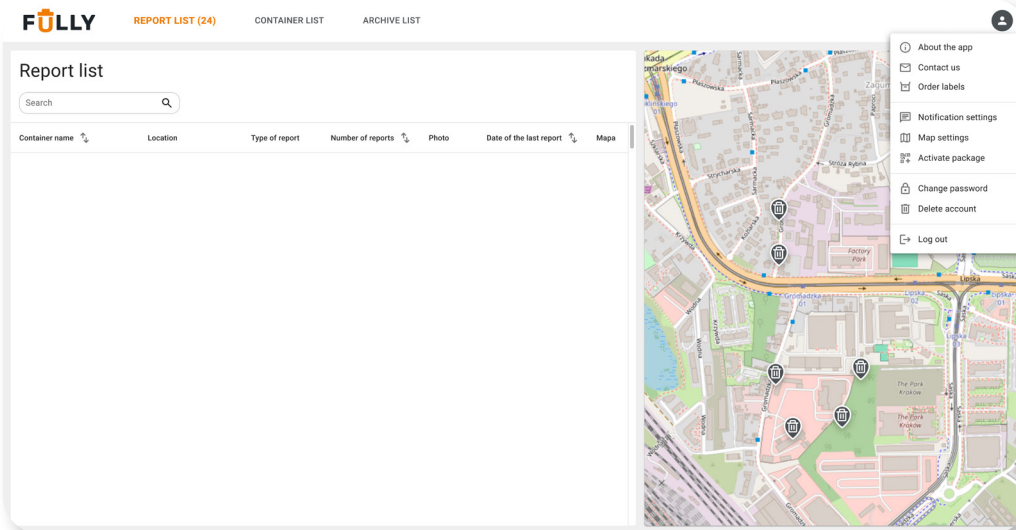
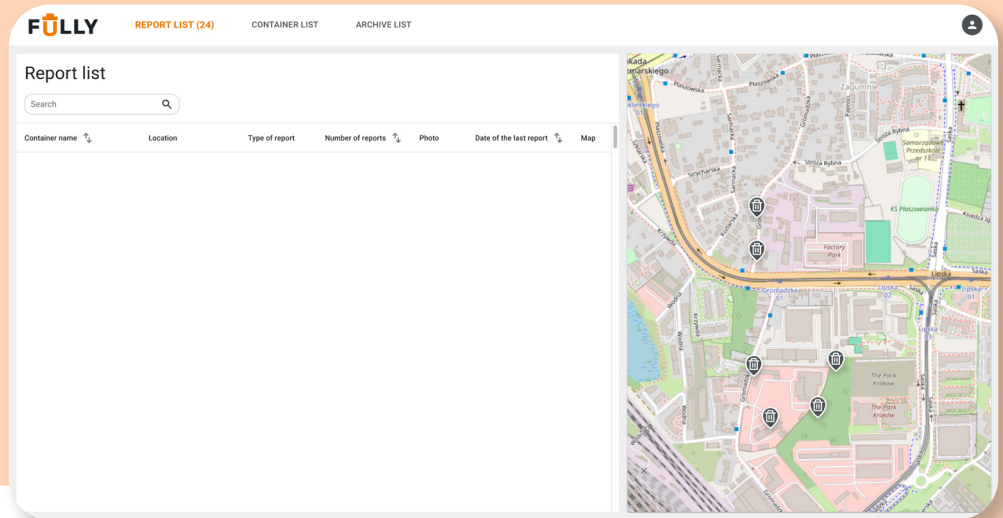
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Step 1

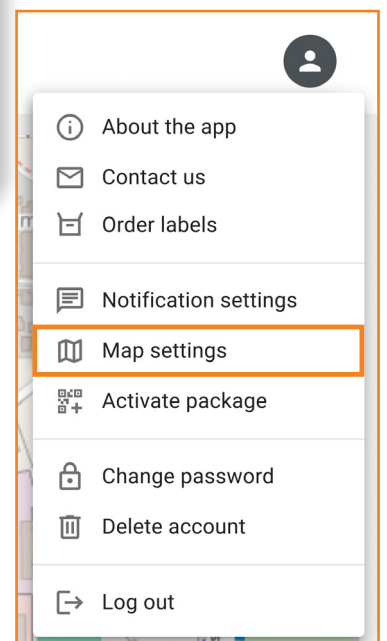
Adding a Map



When starting to use the application, you must decide whether, when adding containers, you want to choose the default map from OpenStreetMap or upload your own plan if the target location is, for example, a shopping center, or if you have a more detailed plan.



To change the map, click the icon in the top right corner of the screen and select **Map settings**.



In the new window, press the **Add Map** button. Then name your map and add a file containing the area that interests you.

ADD A MAP

Adding a new map

Map name
GROUND FLOOR

Set this map as the default

Link or drag and drop
PNG, JPG (max. 3MB)

file_name.png

CANCEL ADD

Map settings

Upload your own map if you want to display a floor plan, storeys or another layout.

OPEN STREET MAP

ADD A MAP

CANCEL SAVE

Map settings

Upload your own map if you want to display a floor plan, storeys or another layout.

OPEN STREET MAP

GROUND FLOOR **DEFAULT** ✎ 🗑

ADD A MAP

CANCEL SAVE

FÜLLY REPORT LIST (24) CONTAINER LIST ARCHIVE LIST

Report list

Search

Container name	Location	Type of report	Number of reports	Photo	Date of the last report	Mapa
Container 1	Kraków, Gromadzka 10		2		2026-01-12 14:31:43	Open Stre
Container 2	Kraków, Gromadzka 10		2		2026-01-12 14:31:43	Open Stre
Container 3			1		2026-01-12 14:31:43	Open Stre
Container 4			4		2026-01-12 14:31:43	Open Stre
Container 5	Kraków, Gromadzka 10		1		2026-01-12 14:31:43	Open Stre
Container 6	Kraków, Gromadzka 10		55		2026-01-12 14:31:43	Open Stre

GROUND FLOOR

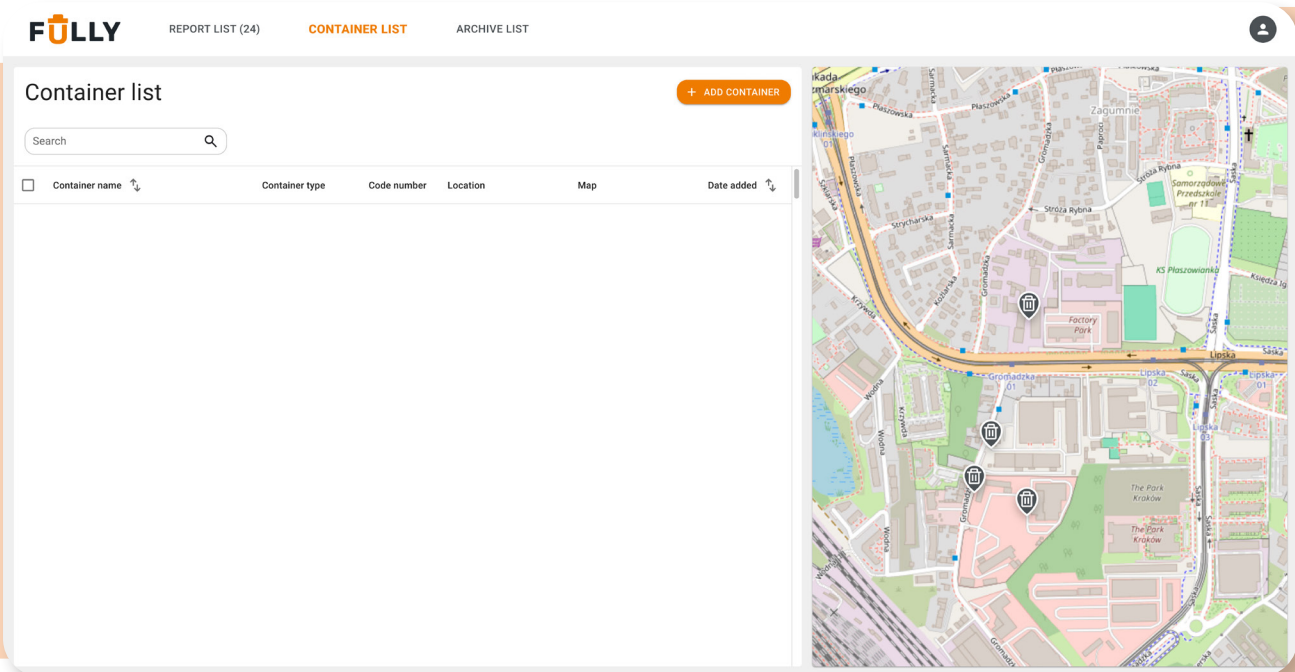
🟢 A new map has been added.

Step 2

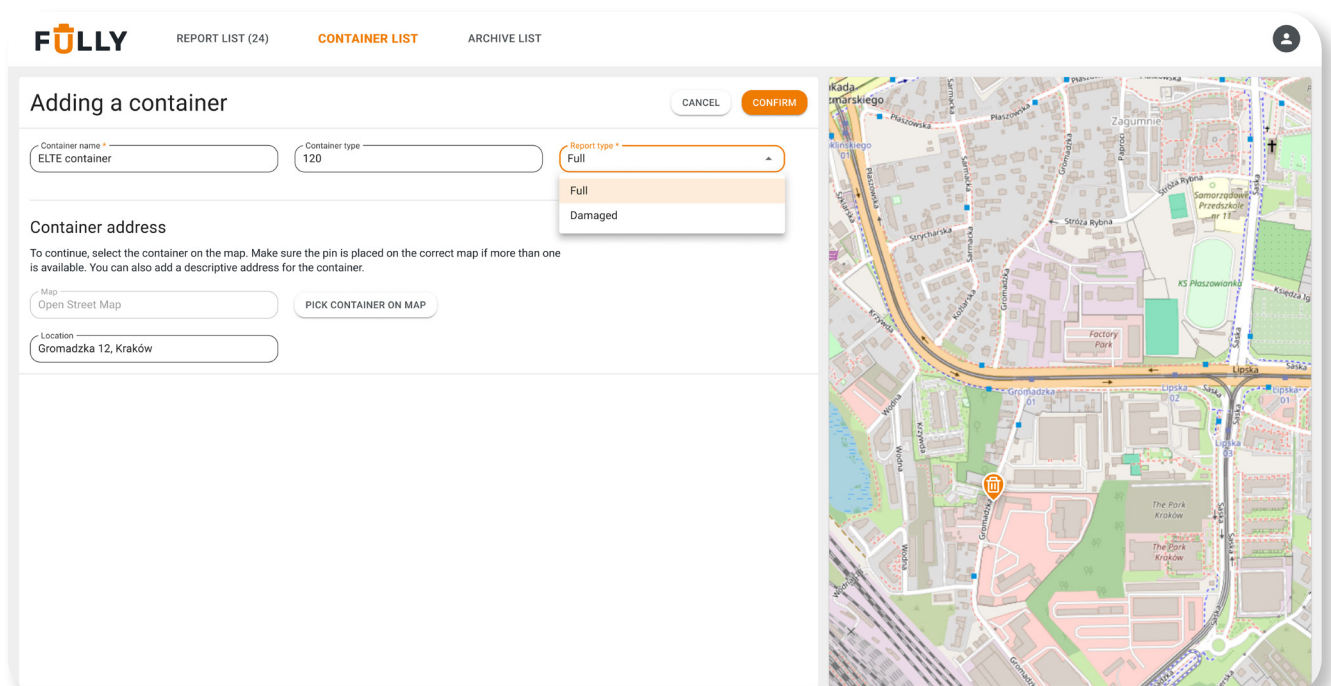
Adding a Container

In the next step, add a container. Go to the **Container List** located in the header and press the **Add Container** button.

+ ADD CONTAINER



In the **Container name** field, enter the name of the container and choose whether the reports should concern a full container (**Full**), a damaged container (**Damaged**), or both.



To continue, indicate on the map the place where the bin is located. Click **Pick Container On Map** and mark the container's location on the map.



After entering the data, save it by pressing the **Save** button. A window will appear with the label saving options. By clicking **Download Label**, you will download the label; **Download QR Code** will download only the QR code; and by selecting **Close**, you will be able to return to this later.

Downloading label

The container has been saved. Would you like to download the container label or QR code?

CLOSE

DOWNLOAD LABEL

DOWNLOAD QR CODE

FULLY REPORT LIST (24) CONTAINER LIST ARCHIVE LIST

Container list + ADD CONTAINER

Search

<input type="checkbox"/>	Container name ↓	Container type	Code number	Location	Map	Date added ↓
<input type="checkbox"/>	ELTE container	120	6543 6453	Kraków, Gromadzka 7	Open Street Map	2026-01-12 14:31:4

Step 3

Downloading Labels

To download labels, you can select the containers you are interested in by checking the checkboxes next to the records in the **Container List**.

The screenshot shows the FÜLLY interface with the 'CONTAINER LIST' tab selected. The 'Container list' table has the following data:

<input type="checkbox"/>	Container name	Container type	Code number	Location	Map	Date added
<input type="checkbox"/>	Container 1	120	6543 6453	Kraków, Gromadzka 7	Open Street Map	2026-01-12 14:31:4
<input type="checkbox"/>	Container 2	120	7625 1125	Kraków, Gromadzka 12	Floor I	2026-01-12 14:31:4
<input type="checkbox"/>	Container 3	120	1525 6321	Kraków, Gromadzka 2	Open Street Map	2026-01-12 14:31:4
<input type="checkbox"/>	Container 4	120	2842 1482	Kraków, Gromadzka 10	Open Street Map	2026-01-12 14:31:4
<input type="checkbox"/>	ELTE container	120	3864 1934	Kraków, Gromadzka 12	Floor I	2026-01-12 14:31:4

Buttons for 'DOWNLOAD LABELS (2)' and '+ ADD CONTAINER' are visible at the top right of the table area.



Inactive



Active

After making your selection, press the **Download Label** button, and the labels for the selected containers will be downloaded in the background.

DOWNLOAD LABELS (2)

The screenshot shows the FÜLLY interface with the 'CONTAINER LIST' tab selected. The 'Container list' table has the following data:

<input type="checkbox"/>	Container name	Container type	Code number	Location	Map	Date added
<input type="checkbox"/>	Container 1	120	6543 6453	Kraków, Gromadzka 7	Open Street Map	2026-01-12 14:31:4
<input checked="" type="checkbox"/>	Container 2	120	7625 1125	Kraków, Gromadzka 12	Floor I	2026-01-12 14:31:4
<input checked="" type="checkbox"/>	Container 3	120	1525 6321	Kraków, Gromadzka 2	Open Street Map	2026-01-12 14:31:4
<input type="checkbox"/>	Container 4	120	2842 1482	Kraków, Gromadzka 10	Open Street Map	2026-01-12 14:31:4
<input type="checkbox"/>	ELTE container	120	3864 1934	Kraków, Gromadzka 12	Floor I	2026-01-12 14:31:4

Buttons for 'DOWNLOAD LABELS (2)' and '+ ADD CONTAINER' are visible at the top right of the table area.



Step 4

Editing a Container

The **Container List** contains a list of the containers you have added.

The screenshot shows the FÜLLY interface with the 'CONTAINER LIST' tab selected. The 'Container list' section includes a search bar and a table with the following data:

<input type="checkbox"/>	Container name	Container type	Code number	Location	Map	Date added
<input type="checkbox"/>	Container 1	120	6543 6453	Kraków, Gromadzka 7	Open Street Map	2026-01-12 14:31:4
<input type="checkbox"/>	Container 2	120	7625 1125	Kraków, Gromadzka 12	Floor I	2026-01-12 14:31:4
<input type="checkbox"/>	Container 3	120	1525 6321	Kraków, Gromadzka 2	Open Street Map	2026-01-12 14:31:4
<input type="checkbox"/>	Container 4	120	2842 1482	Kraków, Gromadzka 10	Open Street Map	2026-01-12 14:31:4
<input type="checkbox"/>	ELTE container	120	2842 1482	Kraków, Gromadzka 12	Open Street Map	2026-01-12 14:31:4

To the right of the table is a map showing the locations of the containers in Kraków, with markers corresponding to the entries in the table.

To edit a container, hover your cursor over it and then choose **Report History** if you want to check the report history, **Edit** to modify it, or **Remove** to delete it.

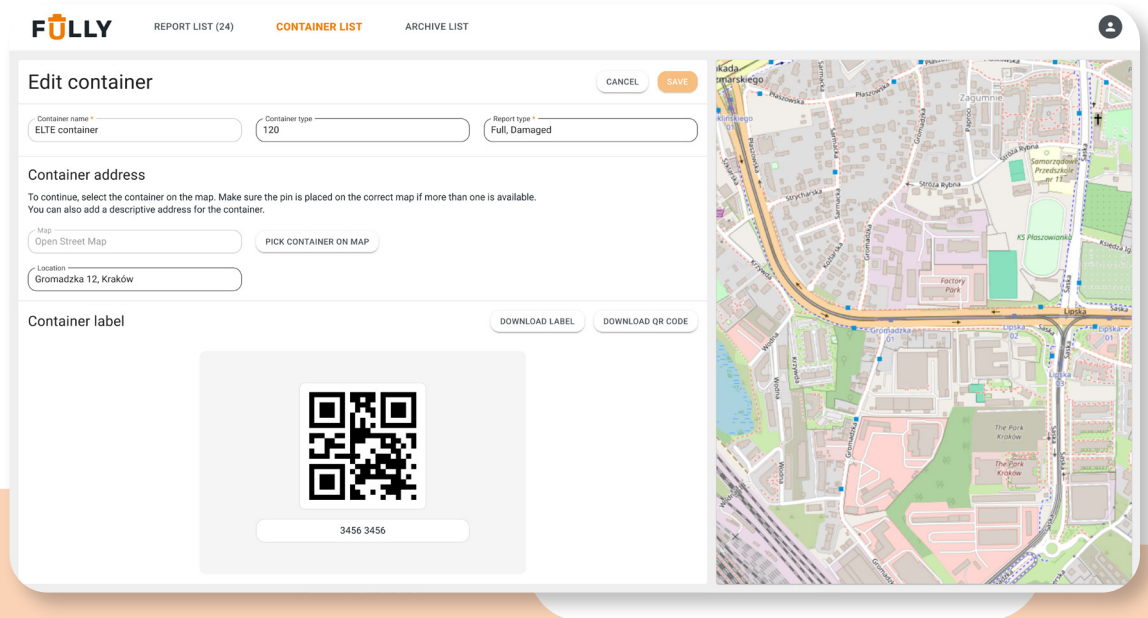
This screenshot is similar to the previous one but highlights the actions available for each container. The 'ELTE container' row is highlighted, and three icons are visible in the right margin:

- Report History**: Represented by a circular arrow icon.
- Edit**: Represented by a pencil icon.
- Remove**: Represented by a trash can icon.

The 'ELTE container' row in the table also shows these three icons in the right margin, indicating the actions available for that specific container.

Note: The **Remove** button will permanently delete the container, and it will not be possible to restore it using the QR code.

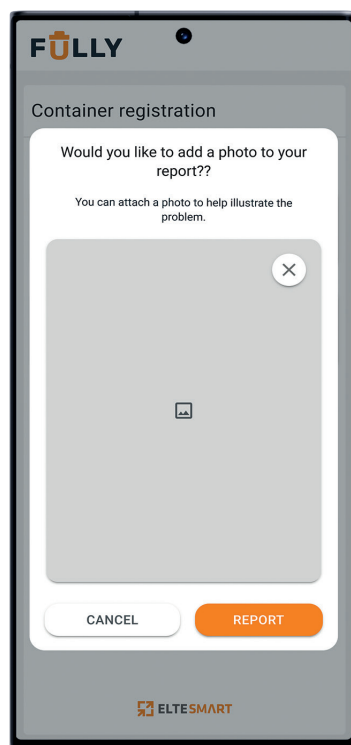
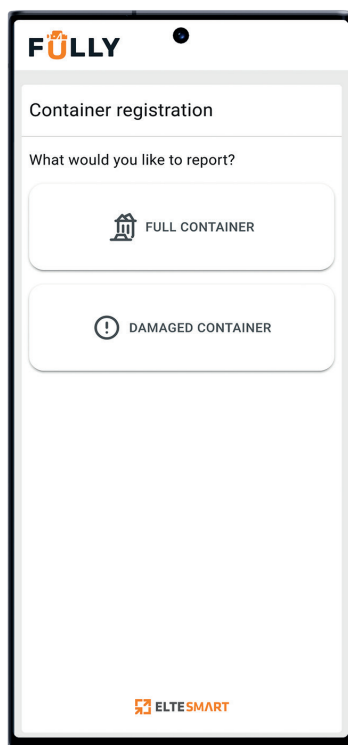
After selecting the **Edit** option, the container's details will be displayed. You can modify them, and from this level you can also save the container's label or QR code.



Step 5

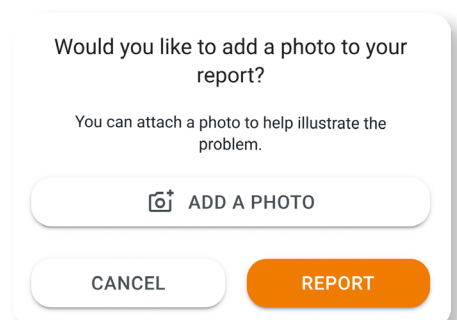
Reporting a Container

After placing the label on the container, if you notice that it is full or damaged, you can report it by scanning the QR code. Select one of the available options.



Note: The available options correspond to those selected when adding the container - either Full, Damaged, or both. If you want to change this, edit the container as described in Step 4.

After selecting an option, a window will appear where you can add a photo, although this is not required. Then press **Report**.



Step 6

Report List

In the **Report List**, you will see the submitted reports. By hovering over a report, you can view its details by clicking **Details** or approve it by clicking **Process**.



Details



Approve

Container name	Location	Type of report	Number of reports	Photo	Date of the last report	Mapa
Container 1	Kraków, Gromadzka 10		2		2026-01-12 14:31:43	Open Str
Container 2	Kraków, Gromadzka 10		2		2026-01-12 14:31:43	Open Str
Container 3	Kraków, Gromadzka 10		1		2026-01-12 14:31:43	Open Str
Container 4	Kraków, Gromadzka 10		4		2026-01-12 14:31:43	
Container 5	Kraków, Gromadzka 10		1		2026-01-12 14:31:43	Open Str
Container 6	Kraków, Gromadzka 10		55		2026-01-12 14:31:43	Open Str

When processing a report, you can add a note, which will be attached to the report in the **Archive List** tab.

Confirmation of service

After confirmation, the application will be moved to the archive.

The content of the note...

CANCEL CONFIRM

Container name	Location	Type of report	Number of reports	Photo	Date of the last report	Mapa
Container 1	Kraków, Gromadzka 10		2		2026-01-12 14:31:43	Open Str
Container 2	Kraków, Gromadzka 10		2		2026-01-12 14:31:43	Open Str
Container 3	Kraków, Gromadzka 10		1		2026-01-12 14:31:43	Open Str
Container 4	Kraków, Gromadzka 10		4		2026-01-12 14:31:43	
Container 5	Kraków, Gromadzka 10		1		2026-01-12 14:31:43	Open Str
Container 6	Kraków, Gromadzka 10		55		2026-01-12 14:31:43	Open Str

Additional

If you have received an activation package from us containing QR codes, log in and then click the icon in the top-right corner. From the dropdown menu, select **Activate Package**.



FÜLLY
IS THE CONTAINER FULL OR DAMAGED?
SCAN THE CODE AND REPORT IT!

FÜLLY REPORT LIST (24) CONTAINER LIST ARCHIVE LIST

Report list

Search

Container name	Location	Type of report	Number of reports	Photo	Date of the last report	Mapa
Container 1	Kraków, Gromadzka 10		2		2026-01-12 14:31:43	Open Stre
Container 2	Kraków, Gromadzka 10		2		2026-01-12 14:31:43	Open Stre
Container 3			1		2026-01-12 14:31:43	Open Stre
Container 4			4		2026-01-12 14:31:43	Open Stre

Package activation

Enter the code from the leaflet to assign the container labels received in the package. This way, the containers will be linked to your account and ready to use.

Activation code

Then, in the new window, enter the activation code included in the package along with the QR codes.

FÜLLY REPORT LIST (24) CONTAINER LIST ARCHIVE LIST

Container list

Search

Container name	Container type	Code number	Location	Map	Date added
Container 1	120	6543 6453	Kraków, Gromadzka 7	Open Street Map	2026-01-12 14:31:43
Container 2	120	7625 1125	Kraków, Gromadzka 12	Floor I	2026-01-12 14:31:43
Container 3	120	1525 6321	Kraków, Gromadzka 2	Open Street Map	2026-01-12 14:31:43
Container 4	120	2842 1482	Kraków, Gromadzka 10	Open Street Map	2026-01-12 14:31:43
ELTE container	120	3864 1934	Kraków, Gromadzka 12	Open Street Map	2026-01-12 14:31:43
Unassigned		6543 6453			2026-01-12 14:31:43
Unassigned		7625 1125			2026-01-12 14:31:43
Unassigned		1525 6321			2026-01-12 14:31:43
Unassigned		2842 1482			2026-01-12 14:31:43

The package has been activated. The following container labels have been added to the account: 5.

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